



Monson Fire Department

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Monson, MA 01057



Established 1887

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Brian Harris, Chief
Jonathan Miller, Assistant Chief

Fire Department Building user group meeting

RECEIVED

Date: 11/21/2023

Monson Fire Department

Time 04:00 P.M.

Location: Join Zoom Meeting

<https://us02web.zoom.us/j/81794821403?pwd=MIMveFp1K0pBKzdCTTF2SEhlnkVnUT09>

Meeting ID: 817 9482 1403

Passcode: 635521

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TOWN CLERK, MONSON, MA

AGENDA

Open Meeting at 04:00P.M.

Agenda:

1. Radio Equipment

- a. Assumption: Building will have roof mounted antenna array with combiners and distribution equipment provided by radio vendor in rack within building.
- b. Need radio vendor input on the following items:
 - i. Confirm rack space needed – 1/2 rack?
 - ii. Confirm power required – 2x 120V outlets?
 - iii. Confirm grounding required – ground bar near rack, and ground bar on roof?

2. Telecommunications Services

- a. Assumption: New underground service cabling will be required to the fire department. Cabling will be provided by utility company.
- b. Service entrance location – Likely in second floor mezzanine.
- c. Contact info for service providers?

3. Video Surveillance

- a. Assumption: New IP-based camera system will be required for the building, tied into network switches. System will be on-premise, not cloud based (NVR/ storage will reside in a server in the building).
- b. Confirm if proprietary manufacturer is required for: software/ NVR/ cameras
- c. Recommended coverage:
 - i. Complete perimeter coverage (Exterior)
 - ii. Inside building at main lobby
 - iii. Training room
 - iv. Complete coverage of apparatus bay garage spaces (Interior)

4. Access Control

- a. Assumption: New access control system will be required for the building. System will be onpremise, not cloud based (access control software will reside in a server in the building).
- b. Confirm if proprietary manufacturer is required for software.
- c. Recommended access control:
 - i. All exterior man doors for both buildings.

- ii. Do garage doors need to tie into access control, or can these be opened manually once inside the building?
- d. Will an intercom system be required at the main exterior door? To communicate with the reception desk?

5. Public Address System

- a. **Assumption:** New PA speakers will be required, for communications with the fire call/ radio system. The PA system head-end will be IP-based and can communicate via the network.
- b. Recommended speaker locations:
 - i. All areas of the building
 - ii. Offices will have volume control knobs

6. Phone Systems

- a. **Assumption:** A new voice over IP phone system will be provided by the Owner, outside of project scope. Project will include data cabling to phone locations only.
- b. Recommended phone locations:
 - i. All offices
 - ii. Dining (wall phone)
 - iii. Training room (wall phone)
 - iv. Fitness (wall phone)
 - v. Turnout gear (Wall phone)
 - vi. 2 locations in apparatus bay main garage (wall phone)
 - vii. 1 location in apparatus bay secondary garage (wall phone)

7. Data Systems

- a. **Assumption** Switches and wireless access equipment will be provided by Owner, not under project scope. Data cabling and terminations will be provided in project. All data cabling in existing areas to be replaced with new.
- b. Confirm the following cabling standards with district IT:
 - i. Provide Cat.6 cabling everywhere (not 6A)
 - ii. Provide (2) data drops per outlet.
 - iii. Provide (1) VOIP drop + (1) data drop at each office desk.
 - iv. Provide angled patch panels, not flat.
 - v. Provide patch panel/ switch/ patch panel/ switch configuration in racks.
 - vi. Data, VOIP and wireless terminate at same patch panel. Assuming building systems/ cameras need to terminate on separate patch panels.
 - vii. Confirm if different colors are required for Data, VOIP, wireless, building systems. We would recommend: Data=blue, VOIP=Green, Wireless=yellow, building systems = white.
 - viii. Provide ceiling mounted data drops for wireless access throughout the office building, provide wall mounted drops in apparatus bay.

8. Audio-Video

- a. **Assumption** Due to project budget constraints, no AV systems will be included in project scope. These systems, inclusive of cabling, can be provided by Owner after project completion.
- b. Discuss if conduit infrastructure is needed in the Training Room for future AV systems.

Adjourn